



Date Form Received: _____
Form Expiration Date: _____
Search Committee Contacted _____
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## EASTHAM VOLUNTEER FORM

One of the foundations of good government in a small town is volunteer citizen participation on the boards, commissions, and committees, which play a vital part in the management of local affairs. The members of these boards and committees arbitrate issues that arise in interpreting and enforcing local laws, and recommend policies that will help to shape the future of our Town.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**LOCAL COMMITTEES:** Please check the boards, commissions, or committees that you are interested in, and on which you would be willing to serve. Please indicate in priority number (maximum 3). **Please note:** To be appointed to a regulatory committee (**bold letters**), **you must be a registered voter in Eastham**, and you may only serve on one regulatory committee.

\_\_\_ Alternative / Green Energy Committee

\_\_\_ Bikeways Committee

\_\_\_ Board of Assessors

\_\_\_ **Board of Health**

\_\_\_ Board of Highway Surveyors

\_\_\_ Cable T.V. Advisory

\_\_\_ Board of Cemetery Commissioners

\_\_\_ Community Preservation Committee

\_\_\_ **Conservation Commission**

\_\_\_ Council on Aging Board of Directors

\_\_\_ Critical Planning Committee

\_\_\_ Cultural Council

\_\_\_ Finance Committee

\_\_\_ Historical Commission

\_\_\_ Housing Task Force

\_\_\_ Human Services Advisory Committee

\_\_\_ Long Range Planning Committee

\_\_\_ Olde Town Centre Historic District

\_\_\_ Open Space Committee

\_\_\_ **Planning Board**

\_\_\_ Public Access Committee of Eastham (P.A.C.E.)

\_\_\_ Recreation Commission

\_\_\_ Recycling Committee

\_\_\_ Search Committee

\_\_\_ 1651 Forest Advisory Committee

\_\_\_ Visitor's Tourism and Promotion Services  
Board

\_\_\_ Waste Water Management Planning Committee

\_\_\_ Water Resources Advisory Board

\_\_\_ **Zoning Board of Appeals**

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

\_\_\_ Cape Cod Commission

\_\_\_ C.C. Regional Tech. High School

\_\_\_ Seashore Advisory Committee

\_\_\_ Tri-Town Septage

\_\_\_ Other \_\_\_\_\_

Please fill out back of form.

Please describe briefly any experience, including volunteer service that you feel would be useful to the Town and how it would apply to the committee(s) you are interested in. Please add any additional information which may be useful, including education or other formal training, specialized courses, professional licenses or certifications

☐ Check here if additional information is attached

If you have served or are serving on a committee in the Town, please list the committee(s) and the year(s) and term(s) served:

Committee Name:	Term Served:
_____	_____
_____	_____
_____	_____

If you are aware of any possible conflicts of interest to serve on a particular committee, please contact the MA State Ethics Commission @ (617) 371-9500 or (888) 485-4766 for an opinion.  
If you are interested in any of the committees listed, it is suggested that you attend meetings to familiarize yourself with the committee’s work. Check the Town website for meeting dates and times and additional committee information.  
[www.eastham-ma.gov](http://www.eastham-ma.gov) If you have any questions, call Town Hall, 508-240-5900

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Applicant meets residency requirements of committees applied for.	YES / NO
Applicant has attended meetings of committee(s) they are interested in?	YES / NO
Applicant is familiar with charge of committee(s) they are interested in?	YES / NO
Applicant has met with chair of committee(s) they are interested in?	YES / NO
Applicant has read “The Ten Rules Municipal Employees Need to Know About The Conflict of Interest Law”	YES / NO

Completed forms will be kept on file for two years.

Please return completed form to:

Eastham Town Hall  
2500 State Highway  
Eastham, MA 02642  
Fax# 508-240-1291

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## The Top Ten Rules Municipal Employees Need to Know About the Conflict of Interest Law

10. Whether elected or appointed, paid or unpaid, part-time or full-time, you are a municipal employee subject to the conflict of interest law - even "consultants" may be considered municipal employees.
9. Don't accept bribes (don't sell or trade your official actions).
8. Don't accept meals, tickets or gifts from anyone to thank or reward you for any official action you have taken or may take or to influence you in any official action.
7. Be loyal to the municipality:
  - \* Don't accept money from or represent anyone other than the municipality for work involving the municipality.
  - \* Don't accept paid, private work that is incompatible with your public position and duties.
  - \* Don't improperly disclose or use confidential information that you obtained as a municipal employee.
6. Don't use your official position to get special benefits for yourself or anyone else that are not available to the general public.
5. Don't create appearances of conflicts of interest: Publicly disclose significant relationships or circumstances that might cause a reasonable person to think that you might be unfair or biased in your official actions.
4. Don't act on any matter affecting your own financial interests or those of family members, partners or organizations with which you have a private relationship.
3. Don't double dip. Don't accept an additional (even unpaid) municipal position before seeking legal advice.
2. After you leave municipal service:
  - \* Don't accept money from or represent anyone other than the municipality if the private work involves a matter that you participated in or worked on as a municipal employee.
  - \* Strictly observe the one-year "cooling off" rule: Don't represent or appear before municipal agencies for a private party on matters that were under your "official responsibility" when you were a municipal employee.

**AND THE NUMBER ONE RULE IS . . . GET ADVICE!**

Most of these rules have exceptions. Some are simple; some are not.

Free legal advice is readily available from your municipal counsel or  
the State Ethics Commission - (617-371-9500) or (888-485-4766)